

# Minutes

## SHEBOYGAN TRANSIT COMMISSION

Tuesday, October 21, 2014 at 5:00 p.m.

City Hall – 3<sup>rd</sup> Floor Conference Room

*Members:* Ald. Darryl Carlson, Chair; Ryan Zinkel, Vice-Chair; Mayor Michael Vandersteen; Ald. John Belanger (Proxy for Ald. Don Hammond); Ald. Joseph Heidemann; Chief Domagalski; Chad Pelishek; Charles Windsor; Michael Helmke; Derek Muench, (ex-officio member)

*Others in Attendance:* Ann Koeller, Administrative Coordinator; Ben Kunert; Ken Kaiser, Parking Lot Attendant; Jeff Agee-Aguayo, Bay-Lakes Regional planning; Jason Smathers, The Sheboygan press; Fiona Spencer

*Absent/Excused:* Chief Domagalski

### 1. Call to order

5:00 pm

### 2. Pledge of Allegiance

### 3. Approval of the minutes from the September 16<sup>th</sup> and October 6<sup>th</sup>, 2014 meetings.

A motion to approve the minutes was made by Ald. John Bellanger, seconded by Mayor Michael Vandersteen. All ayes. Motion approved unanimously.

### 4. Public Input (time limits are at the discretion of the Transit Commission)

None

### 5. Transit and Parking Monthly Reports

Transit: Ridership was 48,164. 10.6 % increase. Revenue was \$32,877

Parking: Revenue was \$27,409

Metro Connection: Ridership was 3,173. Revenue was \$23,352

### 6. Route 20 Enhancements/Public Hearing

Shoreline Metro Staff wants to make the Route 20 – Kohler / Sheboygan Falls route more user friendly. Currently this bus runs 5 times a day stopping at the Mall, Shopko, Taylor Heights and Memorial Plaza along the way, duplicating current service. The changes would allow this bus to travel down Erie Ave directly to Kohler bypassing those other locations that are currently serviced by Route 10 North. The bus would travel to Kohler and Sheboygan Falls and back to Sheboygan using Highway 28 stopping at Deer Trace Mall and Walmart before returning to the Downtown Transfer Point. The next trip then would be reversed, allowing those passengers

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Shoreline Metro, 608 S. Commerce Street, 920.459.3285*

time to shop and a faster alternative to return to Sheboygan Falls and then Kohler. Public Hearings have been scheduled for Monday November 17, 2014. 1:15 pm at the Sheboygan Falls Public Library and 4:00 pm at the Sheboygan Mead Public Library. A final route proposal will be brought back to the Commission following the public hearings for final approval.

7. Request to purchase engine for Bus 501 (>\$15,000)

A motion to approve the purchase was made by Mayor Michael Vandersteen. Chad Pelishek seconded the motion. All ayes. Motion approved unanimously.

8. Communication from Urban Alliance

Information item only. No action taken.

9. Additional Metered Parking Stalls on Ontario Ave

In 2005 the Transit Commission approved having meters removed on Ontario Ave to allow for a loading zone for Route 2. Route 2 is no longer in service. Staff is requesting those parking meters be put back into service. One additional stall on the opposite side of N. 8<sup>th</sup> Street and Ontario Ave due to space being available and one stall in the 800 block, the first stall on the north side of the street at N. 8<sup>th</sup> Street and Ontario Ave. This is currently an unmarked stall with many people parking here especially during festivals and the farmer's market. The City engineer is laying out the sizes and preparing the ordinance that is needed. Ald. John Belanger motioned to approve this request. Commissioner Michael Helmke seconded the motion. All ayes. Motion approved unanimously.

10. Consideration to maintain or eliminate the Lot Attendant position in lots 13 and 14

The current equipment used in Lots 13 and 14 is very old. It is nearly impossible to find parts to repair the equipment when it fails. The parking agreement requiring the Parking Lot Attendants has expired with the closure of the Boston Store. The 2015 Parking Utility Budget does not allocate money for the lot attendant positions.

Chad Pelishek motioned to eliminate Lot 13 and 14 Lot Attendants as of January 1, 2015. Ald. John Belanger seconded the motion. All ayes. Motion approved unanimously.

11. Follow up on Items from Director's Report

Shoreline Metro has modified its policy on the seats reserved for elderly and disabled customers. It is now mandatory for non-disabled passengers to vacate these seats upon request from a disabled passenger requiring these seats.

Director Derek Muench shared with the Commission a plaque received by him as being recognized for being one of the 40 under 40 making a difference in Mass Transit. Congratulations Derek Muench on receiving this award.

12. The next meeting date is November 18, 2014

13. Commissioner Michael Helmke motioned to adjourn the meeting. Ald. John Belanger seconded the motion. All ayes. The motion is approved unanimously.

Meeting Adjourned.

Respectfully submitted by:

Ann Koeller, Administrative Coordinator.